



COMMUNITY DEVELOPMENT DIVISION Community Development Board - Meeting Minutes

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Regular Meeting of the Community Development Board March 7, 2023

Board Members Present: Rebecca Noell, Jim Corson, Kathleen Candelaria, Shane Noble, Erica Doornek, Jenna Martin, James Allen, Joe Stockburger

Board Members Excused: None

Absent: None

City Council Representative: Denise Joy

Staff Present: Brenda Beckett, Tam Rodier, Carly Collins, Dina Harmon, Wyeth Friday

Welcome / Introductions / Announcements: The Community Development (CD) Board met in the 6th Floor Conference Room of the Miller Building. Board Chair Rebecca Noell called the meeting to order at 3:00pm.

Announcements: Rebecca Noell said she, Dina, and Wyeth attended a meeting at HomeFront with their Development Committee. She thought the meeting went well. HomeFront shared they own several properties that may be used for affordable housing. They also discussed their “man camp” housing development plans on Sioux Lane in the Heights. Wyeth Friday added that City staff is encouraging them to apply and is providing technical assistance in the application process. He said HomeFront has other land on King Avenue East across from Sam’s Club and behind the Yellowstone Art Museum’s “visible vault” that may also be used for affordable housing.

Public Comment: None.

Meeting Minutes: Board member Jim Corson moved to approve the February minutes as written and distributed. Board member Shane Noble seconded the motion. There was no additional discussion. A vote was taken and the motion to approve the February minutes was unanimously approved.

Staff Reports:

- **First Time Home Buyer Program (FTHB):** Dina Harmon reported that the three closings scheduled in February all closed. She is working on writing up “mass media” emails to lenders and realtors to “advertise” the FTHB Program and remind them she has FTHB funding available.
- **Affordable Housing Development Program:** Dina Harmon said she continues to provide technical assistance to HomeFront on the Affordable Housing Development application process for their Heights project.
- **Foreclosure Acquisition / Housing Rehabilitation Program:** Tam Rodier reported the Steffanich Project continues to move forward.
- **CDBG-CV:** Tam Rodier gave an update on the recommended amendments to the Comanche Park project:
 - Presentation to the Parks, Recreation & Public Lands Board tomorrow.
 - City Council presentation Monday, March 13. She invited CD Board Members to attend either in person or via Zoom to show support for project. Some members requested Zoom invites.

- Updated environmental review in progress. Must be completed prior to committing funding.
- **Billings Metro VISTA Project (BMVP):** Carly Collins said:
 - AmeriCorps Week is March 12-18, 2023. VISTA members will attend the March 13 City Council meeting to introduce themselves and their projects. Four members will attend in person, and one will attend virtually because he is serving in Helena.
 - She is wrapping up the BMVP grant application for next year that must be submitted by March 17.
 - She will post positions for July start dates in the next couple of weeks.
 - She and all the VISTAs will attend the ServeMontana Symposium in Helena March 14-17.

HOME-ARP Allocation Plan: Carly Collins distributed copies of the draft Allocation Plan and said:

- The draft Allocation Plan was published and sent out via email to service providers.
- The public comment period began February 25. It was originally scheduled to conclude on March 13, but was recently extended to March 20.
- Service provider feedback is already arriving. Public comments and the City's responses will be included in the Allocation Plan when it is finalized.
- Carly will present the Allocation Plan to the City Council at their March 13 meeting after which the City Council will take action.
- Brenda Beckett presented a draft PowerPoint presentation, fielded questions, and received feedback on how to improve the PowerPoint / presentation before it is presented to the City Council.

Jim Corson made a motion to recommend the City Council approve the Allocation Plan and direct staff to finalize and submit the Allocation Plan to HUD by March 31, 2023. Shane Noble seconded the motion. There was no additional discussion. A vote was taken and the motion was unanimously approved.

Staff Recommendations for Funding Allocation & Annual Action Plan: Brenda Beckett shared the draft FY 2023/2024 Community Development Proposed Activities list and answered questions and received feedback. A Board Member noted that the draft did not include the Comanche Park recommended amendments. She will add and update the list. Brenda noted the CD Board will take action next month on the Annual Action Plan and Budget.

Neighborhood Concerns & Happenings: Rebecca Noell said two wolverines were born at ZooMontana recently.

Next Meeting: Board Chair Rebecca Noell adjourned the meeting at approximately 4:45 p.m. The next regular in-person meeting will be held at 3:00 p.m. on April 4, 2023.